



ST. JOSEPH'S CARE GROUP
Sister Margaret Smith Centre

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Referral Package and Program Information

Adult Addiction Programs

October 2016



ST. JOSEPH'S CARE GROUP
 SISTER MARGARET SMITH CENTRE
 301 NORTH LILLIE ST.
 THUNDER BAY, ONTARIO
 P7C 0A6
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**ADULT ADDICTIONS & PROBLEM GAMBLING
 TREATMENT REFERRAL FORM**

Client Name: _____ DOB: _____ Date: _____

Referent Name: _____ Agency: _____

System Case Manager (if applicable) : _____

Schedule of appointments with Case Manager: _____

Referral to the following services offered by Adult Addictions Programs:
 (check all that apply)

- | | | | | | |
|---|---|---|----------------------------|---|---|
| Substance use Assessment | [|] | Intensive residential | [|] |
| Explorations Group | [|] | DBT Skills group | [|] |
| Women's Support Group | [|] | Concurrent screening | [|] |
| Men's Support Group | [|] | Family program | [|] |
| OA Men's Breakfast Club | [|] | Gambling program | [|] |
| 55+ Stepping Stones women's support group | [|] | Stress management | [|] |
| | | | Individual counselling for | [|] |

Additional referrals made for client by Case Manager:

- | | | | | | |
|-------------------|---|---|-------------------------|---|---|
| Balmoral WMS | [|] | Medical withdrawal | [|] |
| Physician | [|] | Balmoral groups | [|] |
| Crossroads Centre | [|] | Hope Place | [|] |
| Ontario Works | [|] | Mental health services- | [|] |
| | | | (Specify)- _____ | | |

Client signature: _____

Date: _____

Counsellor signature: _____

PLEASE SEND THIS COMPLETED FORM WITH YOUR REFERRAL PACKAGE.

**SISTER MARGARET SMITH CENTRE
ADULT ADDICTIONS PROGRAM
REFERRAL PROCESS FOR SUBSTANCE ABUSE PROGRAMS**

STEP 1 ASSESSMENT

The MOHLTC approved **Admission & Discharge Criteria & Assessment Tools** package should be completed for all referrals for substance abuse services. The **Admission & Discharge Referral & Decision Tracking Summary** must be forwarded, in addition to the BASIS-32 scoring sheets. We also require the SMSC Adult Addiction Program **Referral Package** be completed with the client. Make sure the Treatment Referral Form is completed to identify the program options you are referring your client to. If you are unable to complete the assessment please contact Intake directly.

STEP 2 REFERRAL TO AN ADULT ADDICTIONS PROGRAM OPTION

The completed package is sent to **Intake for Adult Addictions** at the SMSC where it is reviewed based on the client admission criteria. Please include the completed Consent to Release Information form designating your agency so we can communicate information about the client as needed. Once the Intake team has reviewed all the documentation, they will contact the client and copy the referent with an appt time with a counselor or to set up an Intake appt. for Residential and/or Explorations group referrals.

STEP 3 ASSESS FOR WITHDRAWAL MANAGEMENT NEEDS

The expectation varies regarding the need for clients to be free from any alcohol or drug use (other than approved medications) depending on the program option they are requesting. If needed, clients may be referred to a withdrawal management program. Alternatives may be needed for the management of other withdrawal symptoms. These should be discussed with SMSC Intake.

STEP 4 ASSESS FOR STABILIZATION NEEDS

Some clients may require stabilization prior to participating in their choice of treatment option. Stabilization means readiness for the level of treatment and physically, mentally and emotionally stable. This can be done through community based services (case management, support group, medical or psychiatric services) and/or referral to a residential support program which offers stabilization services (ie Crossroads Centre). These should be arranged by the Case Manager in consultation with SMSC Intake.

STEP 5 ADMISSION TO THE TREATMENT OPTION

Once any pre-treatment requirements are met, the client will receive a letter which confirms their Admission date for their program choice, and includes an Information sheet outlining anything they may need to know about the program.

**SISTER MARGARET SMITH CENTRE-
ADULT ADDICTIONS PROGRAM**

**INTENSIVE RESIDENTIAL TREATMENT
CLIENT ADMISSION CRITERIA**

1. **MENTAL HEALTH** - The client must be capable of living in a group situation and participating in an intensive group treatment process. Prescribed psychoactive medications for mental health conditions must have been reviewed by a psychiatrist or physician and pre-approved for treatment by Intake prior to admission.
2. **MEDICATION** - All medications, both prescribed and non-prescribed, must be reviewed and approved by Intake prior to admission. If the client arrives with any medications not previously approved, they will have to be reviewed by the Smith Centre's medical practitioner prior to taking the medication. In the case of life enhancing medications i.e. Dilantin, Nitroglycerin, the client must have medical clearance prior to admission.

PLEASE NOTE: Benzodiazepines require written physician approval prior to the client being given an admission date. Due to Health & Safety concerns for both clients and staff, **Narcotic Drugs** (ie oxycodone, morphine, codeine preparations) need to be reviewed by our medical consultants and a specialized plan developed for storage and delivery. (Categories as defined by the Office of Controlled Substances, Health Canada- see Appendix 1- Compendium of Pharmaceuticals & Specialties- 2010).

3. **METHADONE**- We accept clients on a Methadone program, **only** if they have been stabilized on the program for at least 2 months and on the same dosage for 2 weeks. They must have a clear screen (other than prescribed meds) for a week prior to admission. All methadone prescriptions must be transferred to a local pharmacy or clinic.
4. **PHYSICAL/COGNITIVE ISSUES**– Any physical health or cognitive impairments must be assessed for their interference with the client's ability to participate in the treatment program. Special dietary needs, limits to activity, memory, processing ability or other impairments may be able to be accommodated; however, the Smith Centre must be aware of them prior to admission.
5. **VIOLENCE** - Clients with current or previous charges or a history involving violence (physical or sexual) will be assessed for potential harm to staff and other clients, prior to acceptance of the referral. This is a co-ed facility with Men, Women and Youth Services treatment programs in the same building. We reserve the right to refuse admission to someone who could put the other clients and staff at risk.
6. **CONFIRMED TREATMENT DATE** – Once we have all the information requested, a tentative Treatment date may be given in order to secure access to Pre-treatment services. The client must meet all the Pre-admission requirements listed for them to follow in order to receive a Confirmed Treatment date. A Treatment Date Confirmation form must be signed and returned to Intake. If these steps are not followed the client will likely lose their treatment date.

THUNDER BAY ADDICTION AND MENTAL HEALTH SERVICES

GUIDELINES FOR COMPLETING FORM

- Clinician / Case Manager will review the Consent to Obtain/Release Information with the client and address any questions/concerns prior to obtaining a signature
- Clinician / Case Manager will review the Consent to Service prior to obtaining client signature
- Copy of the Consent to Service and Consent to Obtain/Release Information will be filed on the clients' record
- The receiving agency conducting the initial intake will also provide a copy of their agency's privacy statement

SECTION 1- CATALYST ADMISSION INFORMATION

PLEASE CIRCLE THE NUMBER IN EACH SECTION THAT BEST FITS:

1. TREATMENT MANDATED\REQUIRED BY:

1. None
2. Choice between treatment or jail
3. Condition of probation/parole
4. Child Welfare Authority
5. Condition of employment
6. Condition of school
7. Condition of family
8. Other _____

6. INCOME SOURCE:

1. Disability insurance (WSIB)
2. Employment
3. Employment insurance
4. Family Support
5. None
6. ODSP
7. Ontario Works
8. Other Insurance
9. Retirement
10. Other _____

2. LEGAL STATUS:

1. No problem
2. Awaiting trial\sentencing
3. On probation- Start date: _____ (DD/MM/YEAR) End date: _____ (DD/MM/YEAR)
4. On parole
5. Incarcerated
6. Other _____

3. RELATIONSHIP STATUS:

1. Married/partnered/common-law
2. Single (never married)
3. Widow or widower
4. Separated or divorced

7. PARENTING (CUSTOM FIELD)

1. Yes, with 1 or more child aged 0-6 years
2. Yes, with no children aged 0-6 years
3. Children in care of others
4. No children

4. EMPLOYMENT STATUS:

1. Employed full-time (includes self-employment)
2. Employed part-time
3. Unemployed (looking for work)
4. Student\ retraining
5. Disabled (not working)
6. Not in labour force
7. Retired

5. HIGHEST LEVEL OF EDUCATION:

1. No formal schooling
2. Some primary school
3. Primary school
4. Some high school
5. Completed high school
7. Some college
8. Completed college
9. Some university
9. University degree

SUBSTANCE USE & GAMBLING HISTORY

PRESENTING PROBLEM SUBSTANCES:

	SUBSTANCE USED	FREQUENCY IN LAST 30 DAYS- CIRCLE ONE	
MAJOR SUBSTANCE		1. Did not use 2. 1-3 times monthly 3. 1-2 times weekly	4. 3-6 times weekly 5. Daily 6. Binge
1 ST OTHER SUBSTANCE		1. Did not use 2. 1-3 times monthly 3. 1-2 times weekly	4. 3-6 times weekly 5. Daily 6. Binge
2 ND OTHER SUBSTANCE		1. Did not use 2. 1-3 times monthly 3. 1-2 times weekly	4. 3-6 times weekly 5. Daily 6. Binge

OTHER SUBSTANCES USED IN PAST 12 MONTHS: (circle all the ones that apply)

- | | | |
|------------------------------------|---------------------------------------|-------------|
| 1. Alcohol | 9. Glue & other inhalants | 17. Tobacco |
| 2. Amphetamines & other stimulants | 10. Hallucinogens | 18. Unknown |
| 3. Barbiturates | 11. Heroin\ Opium | 19. None |
| 4. Benzodiazepines | 12. Methamphetamines (Crystal Meth) | |
| 5. Cannabis | 13. Other Psychoactive drugs | |
| 6. Cocaine | 14. Over-the-counter codeine products | |
| 7. Crack | 15. Prescription opioids | |
| 8. Ecstasy | 16. Steroids | |

IS GAMBLING IDENTIFIED AS A PROBLEM? YES [] NO []

IF YES, WHAT IS THE TREATMENT PLAN: _____

GAMBLING ACTIVITIES ENGAGED IN THE PAST 12 MONTHS:

- | | |
|---|---|
| 1. Bingo - live/TV/radio | 10. Internet Gambling |
| 2. Slot machines | 11. Gambling with Stocks/Options/Commodities/Real estate |
| 3. VLT's/ other gaming machines | 12. Betting on games of skill i.e. pool, pitching pennies |
| 4. Casino- Card/Table Games | 13. Betting on the outcome of events |
| 5. Non-Casino Card/Table Games | 14. Other _____ |
| 6. Horse races-live/off-track | 15. None |
| 7. Sports betting (including Pro Line) | 16. Unknown |
| 8. Lottery tickets | |
| 9. Instant win/scratch tickets (i.e. break open, pull tab, Nevada strips) | |

HEALTH STATUS/PROBLEMS

Visual impairment: YES [] NO []
Hearing impairment: YES [] NO []
Mobility/ physical impairment: YES [] NO []

Pregnant: YES [] NO [] POSSIBLE []

Non-medical intravenous drug use: [] Never injected
[] Injected prior to one year
[] Injected in last 12 months

Number of overnight hospitalizations in last 12 months for physical problems: _____

Reason for most recent hospitalization: _____

Diagnosed with a mental health problem by a mental health professional:

-within the past 12 months- YES [] NO []

-within lifetime- YES [] NO []

-most recent diagnosis- _____

Hospitalized for a mental health problem?

-within the past 12 months- YES [] NO []

-within lifetime- YES [] NO []

Received counselling/support/treatment for a mental health, emotional, behavioural or psychological problem from a community mental health program or professional?

-currently- YES [] NO []

-within the past 12 months- YES [] NO []

-within lifetime- YES [] NO []

-name of current service provider: _____

-contact information for service provider: _____

Prescribed medication for a mental health problem:

-currently- YES [] NO []

-within the past 12 months- YES [] NO []

-within lifetime- YES [] NO []

HEALTH Conditions/Problems

Please check all that apply:

- allergies- environmental- specify-_____
- allergies- food- specify _____
- blood pressure problems
- cancer
- chronic pain
- diabetes
- Eating disorders (anorexia, bulimia, Over eating)
- HIV/AIDS
- heart disease
- Hepatitis A
- Hepatitis B
- Hepatitis C
- history of head injuries/concussion
- history of seizures/epilepsy
- jaundice
- kidney disease
- lice/scabies
- liver disease
- menstrual/menopausal difficulties
- pancreatitis
- respiratory
- STD (syphilis, gonorrhea, chlamydia, herpes)
- stomach/gastrointestinal problems
- thyroid problems
- tuberculosis

Provider of Primary Health care (doctor, nurse practitioner, health clinic): _____

Contact information for provider of health care: _____

PRESCRIBED DRUGS

Drugs currently prescribed

On Methadone or opioid substitute: **YES** [] **NO** [] Prescriber: _____

Prescribed Drug	Prescriber & Phone #	Prescription Details

NOTES ON HEALTH STATUS:

SECTION 2- ADDITIONAL INFORMATION- ALL REFERENTS COMPLETE:

REFERRAL INFORMATION:

1. What circumstances have made the client request treatment at this time?

2. Describe the nature of your involvement with the client.

3. What supports are you providing or able to provide on a pretreatment basis?

4. What supports does the client have access to in the community? What supports/services has the client accessed to date? (If the client has not accessed services please explain why)

SYMPTOMS / TREATMENT HISTORY:

1. Please put an X by all **addiction related** symptoms the client has experienced:

- | | |
|---|--|
| <input type="checkbox"/> feeling sluggish, without energy | <input type="checkbox"/> disrupted sleep |
| <input type="checkbox"/> headaches | <input type="checkbox"/> nausea / vomiting |
| <input type="checkbox"/> rapid heart rate | <input type="checkbox"/> shakiness, unsteady hands |
| <input type="checkbox"/> passing out | <input type="checkbox"/> blackouts |
| <input type="checkbox"/> flashbacks / tracers | <input type="checkbox"/> sweating |
| <input type="checkbox"/> seeing / hearing things not really there | <input type="checkbox"/> poor memory |
| <input type="checkbox"/> poor concentration | <input type="checkbox"/> nose bleeds |
| <input type="checkbox"/> chronic cough | |
| <input type="checkbox"/> Other (specify)_____ | |

2. Has the client previously tried to quit or cut down on their substance use or gambling?

No _____ Yes _____ How many times? _____

EMOTIONAL HEALTH:

PLEASE ANSWER YES OR NO AND PROVIDE INFORMATION ON HOW THE CLIENT HAS COPEDED AND WHAT SUPPORTS HAVE BEEN UTILIZED

CONCERN	EXPERIENCED IN LAST 90 DAYS	EXPERIENCED IN LIFETIME	SUPPORTS/COPING SKILLS USED
Anxiety- tension, nervousness fears / phobias			
Depression- grief, losses, isolation			
Eating disorders- starving on purpose, binging/purging			
Sexual abuse / sexual assault			
Abuse- physical, emotional, mental			
Suicide- suicidal thinking, attempts, self-harm behaviour			
Cognitive- difficulty tracking , concentrating, focusing			
Anger- assaults, aggressive behaviour			
Other trauma (eg. deaths, accidents, other traumatic events)			

NOTES ON EMOTIONAL HEALTH (INCLUDING MENTAL HEALTH /DIAGNOSIS DETAILS)

FAMILY/SUPPORTS:

1. What community is the client originally from? _____

2. Childhood Experiences:

- | | |
|--|--|
| <input type="checkbox"/> Substance abuse of mother/father | <input type="checkbox"/> Neglect |
| <input type="checkbox"/> Witness to violence | <input type="checkbox"/> Divorce/separation of parents |
| <input type="checkbox"/> Emotional, physical or sexual abuse | <input type="checkbox"/> Death of a parent |
| <input type="checkbox"/> Taken into care | <input type="checkbox"/> No concerns |

3. How does the client describe the relationship with his/her family of origin?

4. Relationship Experiences:

- | | |
|--|--|
| <input type="checkbox"/> Never been in a relationship | <input type="checkbox"/> Difficulties talking about feelings |
| <input type="checkbox"/> Affairs | <input type="checkbox"/> Violence/abuse |
| <input type="checkbox"/> Mental health issues of partner | <input type="checkbox"/> Solid/supportive relationship |

5. If the client is currently in a relationship, does the partner struggle with any addiction issues?

6. Does the client have any children? Yes No
If yes, who has custody of the children? What is the nature of the relationship with the children?

NOTES ON FAMILY/SUPPORTS

ECONOMIC / EMPLOYMENT / EDUCATION:

- 1. Current or last occupation? _____
- 2. Does the client have EAP in the workplace? _____
- 3. If not working, what is the client's source of income? _____
- 4. If attending school, which program? _____
- 5. Does the client have a history of learning disabilities or problems? YES [] NO []
If yes, what type: _____

How does the client best learn new information? (e.g. verbally, observing, participating, hands-on, reading etc)

NOTES ON EDUCATION / EMPLOYMENT-

LEGAL:

- 1. Any current charges? YES [] NO []
- 2. If yes, what are they? _____
When is the next court date? _____
- 3. If on probation or parole...
What charges is the client on probation for? _____
Probation or parole officer's name: _____
Contact Information: _____
- 4. Past Offenses (check all that apply):
 - [] theft / possession of stolen property
 - [] drug charges
 - [] weapons offenses
 - [] robbery
 - [] arson
 - [] impaired driving
 - [] murder / manslaughter, criminal negligence causing death
 - [] other – (specify): _____
 - [] parole / probation violations
 - [] forgery
 - [] burglary, break & enter
 - [] assault
 - [] sexual assault / incest
 - [] willful damage / mischief

NOTES ON LEGAL-

GOALS FOR TREATMENT

1. What are the client's goals for treatment?

2. What does the client see as important areas to explore in treatment in order to achieve those goals?

3. What group experiences has the client had to date? (what did they like/dislike?)

4. What is the client's availability for treatment?

5. What does the client see as the biggest barrier or potential barrier for attending a treatment program?

STRENGTHS AND RESOURCES

1. What gives the client hope?

2. What does the client see as his/her personal strengths?

PRE-TREATMENT PLAN FOR CLIENT-

Pre-treatment service suggested to client	Yes \ No	Agency Suggested
Withdrawal management services (detoxification)		
Stabilization prior to treatment- supportive housing, individual counselling, attend meetings.		
Medical services- medication management, physical assessment, medical procedures.		
Psychiatric services- psychological or psychiatric assessment, medication stabilization.		
Other (specify) _____		

SUMMARY NOTES

Signature of Client

Date

Signature of Counsellor

Date

Intake\Referral Package – OCT. 2016

Leisure Wellness Screening Questionnaire

Part 1

1. What do you do for fun?

2. What do you do to relax and wind down? (e.g. leisure activities)

3. What do you do for social activities?

4. What types of gambling activities do you engage in?

5. How many times a week do you gamble? (Note: explore all activities including lottery tickets, Nevada tickets, bingo and casino).

6. Do you ever go to the casino or other gambling locations? (e.g. internet, lottery kiosk etc).

7. How much time do you spend on these activities?

8. How much money do you spend on gambling?

“E.I.G.H.T.” Gambling Screen .

Part 2:

***Note: Please complete part 2 ONLY if gambling is identified as an issue**

To help us to evaluate your gambling behaviour, please answer the questions below as truthfully as you are able from your own experience.

1. Sometimes I've felt depressed or anxious after a session of gambling.

Yes, that's true. No, I haven't.

2. Sometimes I've felt guilty about the way I gamble.

Yes, that's so. No, that isn't so.

3. When I think about it, gambling has sometimes caused me problems.

Yes, that's so. No, that isn't so.

4. Sometimes I've found it better not to tell others, especially my family, about the amount of time or money I spend gambling.

Yes, that's true. No, I haven't.

5. I often find that when I stop gambling I've run out of money.

Yes, that's so. No, that isn't so.

6. Often I get the urge to return to gambling to win back losses from a past session.

Yes, that's so. No, that isn't so.

7. Yes, I have received criticism about my gambling in the past.

Yes, that's true. No, I haven't.

8. Yes, I have tried to win money to pay debts.

Yes, that's true. No, I haven't.